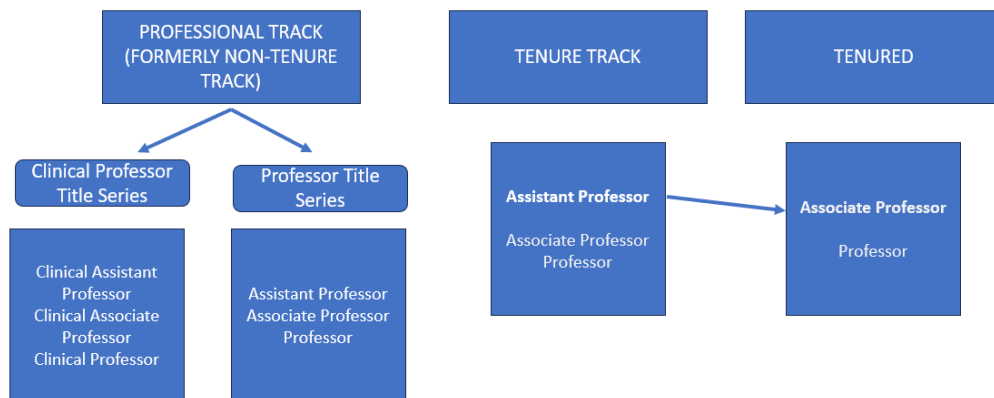


FAQ: Changing Title Series within the Professional-Track

Once a department chair (or department chair delegate) has conferred with the Professional-Track faculty member, the department chair (or department chair delegate) designates the title series as either the Clinical Professor title series or the Professor title series.

What is a “title series”? Titles refer to faculty rank titles, such as Assistant Professor, Associate Professor, and Professor. At Dell Med, there are two title series within the professional-track, the Clinical Professor title series and the Professor title series.

Tracks and title series



What are the differences between the “Professional-Track Clinical Professor title series” and the “Professional-Track Professor title series”?

- Professional-Track Clinical Professor title series: Faculty appointed to this title series (Clinical Assistant Professor, Clinical Associate Professor, and Clinical Professor) are expected to demonstrate **active participation in academic and educational missions** of Dell Med and **active engagement in scholarly activities** that derive from and support clinical, teaching, and professional service activities. In this title series, scholarship is defined broadly and peer-reviewed publications are not required, although they are encouraged for the rank of Clinical Professor. **No geographic reputation is required.**
- Professional-Track Professor title series: Faculty appointed to this title series are expected to **play an active and sustained key role in a program of scholarship** in an area of expertise, which **includes traditional outputs of scholarship** (e.g., peer-reviewed publications) and **garners a reputation beyond the University.**

When are faculty officially designated in the Clinical Professor title series or Professor title series?

At the time of their initial appointment, after discussions with your department chair, and/or no later than **March 1st** prior to the fall when the promotion case is reviewed by the Dell Med APT Committee. A faculty member is officially a candidate for promotion once external reviews for promotion have been solicited.

Revised May 2024

For faculty that were initially appointed/hired to the Professor title series prior to November 1, 2023, before the Clinical Professor title series existed: their department chairs, after discussions with the faculty member, may request to designate the clinical professor title series for them.

Title Series Designation Prior to Promotion Case Review

Professional-track faculty must designate their title series as either the Clinical Professor title series or the Professor title series no later than **March 1st** prior to the fall when the promotion case is reviewed by the Dell Med APT Committee. For candidates that are considering review during the 2024-2025 promotion cycle, please consult with your department chair to discuss readiness for promotion as well as the recommended title series based your scholarly activities so that your title series may be officially designated by **March 1, 2024**.

Professional-Track faculty that will be considered for faculty promotion during the 2024-2025 promotion cycle are required to submit official documentation no later than **March 1, 2024** of title series designation, decided by the department chair (or department chair delegate), to the Office of Faculty Academic Affairs (OFAA) via email to DellMedFacultyAffairs@austin.utexas.edu and will cc the following: department chair, department chair delegate (if applicable), the departmental faculty affairs representative, and Elizabeth Matsui, Associate Dean for Faculty Academic Affairs. Upon receipt of this documentation, the faculty members' titles will be updated accordingly in Workday and on the Dell Med website.

Changing Title Series Within the Professional-Track

Title series *changes* are distinct from *designation of title series*, which occurs at the time of initial appointment and/or hire.

Professional-track faculty may change title series within the professional-track outside of the faculty promotion process, if merited, as evidenced by the fundamental philosophy, principles, and expectations outlined for the professional-track title series. Current policy allows for faculty to change title series without an absolute limitation on the number of title series changes that can be made.

Professional-track faculty members in the rank of assistant or associate professor may be moved to the clinical assistant or clinical associate title series, respectively, if merited as evidenced by the fundamental philosophy, principles, and expectations for faculty promotion as outlined for this professional-track title series.

Professional-track faculty members in the rank of clinical assistant or clinical associate professor may be moved to the professional-track assistant or associate professor title series, if merited, as evidenced by the fundamental philosophy, principles and expectations for faculty promotion as outlined for this professional-track title series.

***The process for title series changes is currently under development by the Office of Faculty Academic Affairs.**

Time in Rank Within the Professional-Track

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If a professional-track faculty member is reclassified from one title series (within the professional-track) to another title series (within the professional-track) during their career at UT Austin, then the number of effective years in rank is not reset at the time of a reclassification.